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#### **Reminder: Horizon-wide all-user emails continue to be suspended**

Please continue to refrain from sending Horizon-wide all-user emails related to COVID-19 until otherwise indicated.

Communication will continue to be sent via all-user bulletins.

Beginning today, we will share bulletins twice per week on Tuesday and Thursday afternoons. Morning bulletin summaries on Wednesday and Friday mornings will be discontinued to further reduce the amount of emails being circulated.

The afternoon bulletins will now include the bulletin summary and ID-IPC documents (formerly sent in the morning) and full memos. The reminder will be set for the following morning, at which time the email will appear red in your inbox to facilitate easy access to the information. Please note, the email will now be black with a high importance flag when sent.

There continues to be exceptions for urgent COVID-19 related information, or corporate information, that has been approved

by the Executive Leadership Team and/or Corporate Director of Communications and Community Relations.

This bulletin process is under constant review. Further updates will be provided in the coming weeks as our needs continue to change.

#### **Fredericton Area: New 'by appointment' clinic open**

A new, temporary, by appointment only walk-in clinic is now open in Fredericton at 984 Prospect St. (the former Daily Gleaner building).

Appointments are available Monday to Friday from 1 to 8 p.m. and Saturday afternoons from 1 to 5 p.m. Appointments are available by calling 506-474-4633. Calls are answered as of 10 a.m. from Monday to Saturday.

These services are available by appointment only and are for non-urgent, minor ailments.

#### **Keeping our workspaces safe during COVID-19**

# Bulletin #50: COVID-19

## June 2, 2020



As we move through the phases of the provincial recovery plan it is crucial that we continue taking the required preventive measures at home and at work.

In our workplaces, this means following the required prevention measures, especially the most effective ones: [two-metre physical distancing](#), [frequent hand washing](#) / [sanitizing](#) and [respiratory hygiene](#).

Here are other important reminders:

- Carry out your daily self-assessment before your work shift.
- Use Skype or other Horizon-approved virtual means to have discussions and meetings where ever possible.
- Wear a mask when physical distancing cannot be maintained.
- Avoid touching your face, nose and mouth, and shaking hands.
- Contact Employee Health if not feeling well or if you answer 'yes' to any of the screening questions.
- Wipe down your personal workstation/desk regularly; at a minimum at the start and end of your shift.
- Wipe down shared workspaces or equipment before and after use.
- Keep your workspace free from clutter to make cleaning easier.
- Observe and follow any directional traffic signs implemented in your workplace and the washroom occupancy limits.

- Follow the safe work procedures developed for your job functions and use the required PPE.

### **Reminder: Self-screening**

All employees and physicians are reminded that they must self-screen, clean their hands, and follow protocols related to appropriate physical distancing and wearing of procedural masks in all Horizon facilities.

Every employee and physician must review the below screening criteria to determine whether they may enter a Horizon facility, or whether additional follow-up with Employee Health and Wellness is required. If you answer YES to any of the below screening questions, DO NOT ENTER THE BUILDING. Instead, you are to:

- Contact Employee Health immediately by calling 1-833-978-2580
- Self-isolate
- Follow the appropriate absence notification process

#1: Do you have TWO OR MORE of the below symptoms?

- Fever/Signs of fever
- New cough or a cough that is getting worse
- Sore throat
- Runny nose
- Headache
- Diarrhea
- Loss of taste or smell

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- New onset of myalgia (muscle pain)
- New onset of fatigue

#2: Have you been outside of the province in the last 14 days for any reason, including work?

#3: Have you had close contact without the use of appropriate protective equipment with a **confirmed** case of COVID-19 and have not been cleared by Employee Health to return to work?

#4: Have you been in contact with Employee Health related to a previous screening and have had symptoms worsen since that time?

### Travel restrictions

People crossing interprovincial borders can bring significant health risks to New Brunswick. Limiting entry into New Brunswick and ensuring self-isolation guidelines are respected are critical in slowing the spread of COVID-19.

The following travel restriction has been issued by the provincial government. This restriction applies to all Horizon employees.

Effective May 29, 2020, any health-care workers living in New Brunswick and working in a New Brunswick health care facility, who leave the province for any reason and for any period of time, are required to self-isolate for 14 days upon their return. If they develop symptoms, they should call 1-833-475-0724. This includes fee-for-service physicians.



Employees who live in New Brunswick and work in a New Brunswick health care facility and who are also employed in another province are required to self-isolate for 14 days upon returning to New Brunswick. If they develop symptoms, they should call 1-833-475-0724. Employees who are currently employed with Horizon and also employed in another province are asked to speak to their manager and human resources as soon as possible to discuss their situation.

Employees who live in New Brunswick but must cross the border to carry out their regular routine daily work functions, as part of their employment with Horizon are exempt from this directive. While travelling, employees are reminded of the need to travel directly to and from their destination / work / accommodation, self-monitor for symptoms, avoid close contact with vulnerable individuals (for which you are not caring for); and follow the guidance of the Chief Medical Officer of Health. If they develop symptoms, they should call 1-833-475-0724.

Employees who live in another jurisdiction and who commute to New Brunswick daily to work for Horizon are not required to self-isolate upon entry to New Brunswick, however; it is highly recommended that these employees avoid all non-essential travel in their home province, self-isolate at home as much as possible, travel directly to and from their destination / work / accommodation, self-monitor for symptoms, avoid close contact with vulnerable individuals (for which you are not caring for); and follow the guidance of the Chief Medical

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Officer of Health. If they develop symptoms, they should call 1-833-475-0724.

Employees are further reminded that they are also required to self-isolate in the following cases: have been diagnosed with COVID-19 or are waiting to hear the results of a lab test for COVID-19; demonstrate symptoms of COVID-19, even if they are mild; and have been in contact with a suspected, probable or confirmed case of COVID-19 without the use of proper personal protective equipment. In the above cases further direction and information may be obtained from Public Health or your occupational/employee health service as appropriate. Employees who are asymptomatic and have undergone voluntary testing for COVID-19 are not required to self-isolate unless advised to by Public Health. If they develop symptoms, they should call 1-833-475-0724.

As a reminder, employees who choose to leave New Brunswick for personal reasons and who are therefore required to self-isolate for 14 days upon their return will be placed on an unpaid leave of absence for the duration of their self-isolation.

### **Horizon Secure Communications Solution (MBMD): Partial Outage**

Secure Communications (MBMD) is experiencing a partial outage.

An update to Google Chrome has been identified as the source impacting functionality of Secure Communications (MBMD) for some Android users. The application vendor is working to



develop and implement a solution. Additional updates will be provided when information becomes available.

Access to Horizon Secure Communications (MBMD) using Apple (iOS) device and using the [Web app](#) are not affected.

To reach on-call coverage or locating services please contact the hospital switchboard.

### **GNB Updates**

Public Health reported one new case of COVID-19 on June 2.

The new case is an individual between 80 and 89 in Zone 5 (Campbellton region) and linked to Manoir de la Vallée, a long-term care facility in Atholville.

Zone 5 remains at the Orange level of the province's COVID-19 recovery plan. All other zones in New Brunswick remain at the current Yellow level. During this time, Public Health measures and guidelines must still be followed.